



## Travis County Commissioners Court Agenda Request

**Meeting Date:** July 29, 2014, 9:00 AM, Voting Session

**Prepared By/Phone Number:** J. Lee Perry/49724; Marvin Brice, CPPB, Assistant Purchasing Agent

**Elected/Appointed Official/Dept. Head:** Cyd Grimes, C.P.M., CPPO

**Commissioners Court Sponsor:** Judge Biscoe

**Agenda Language:** Approve Modification No. 2 to Contract No. 4400001499, Stantec, for North East Metro Park BMX Track Design

- **Purchasing Recommendation and Comments:** Purchasing concurs with department and recommends approval of requested action. This procurement action meets the compliance requirements as outlined by the statutes.
- The North East Metro Park is a 400 plus Acre Park located in Precinct 2. The current parks amenities includes; open play meadow, pavilion, picnic tables, BBQ pits, playscapes, parking areas, trails, basketball courts, soccer/football fields, baseball/softball fields, cricket field, restrooms and Skatepark.
- The North East Metro Park BMX Track Design Project includes the design of a new BMX track including the design of the starting hill, track turns, track obstacles, drainage, irrigation and electrical. The track must be designed and constructed to meet USA BMX and the Union Cycle Internationale (UCI) standards.
- Change Order number two (2) is necessary for additional Construction Administration services, (specifically track manipulation oversight), to the Stantec design contract to ensure the track is constructed to meet the USA BMX and UCI standards.
- This change order is in the amount of \$4,275.00, and increases the contract amount from \$57,532.00 to \$61,807.00. The total aggregate amount increased of the cumulative change order(s) is over the threshold amount for increases and therefore requires court approval.
- Change Order number one (1) was necessary to add Construction Administration services to the Stantec design contract to ensure the

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to [agenda@co.travis.tx.us](mailto:agenda@co.travis.tx.us) by Tuesdays at 5:00 p.m. for the next week's meeting.

track is constructed to meet the USA BMX and UCI standards. This change order was in the amount of \$28,032.00, and increased the contract amount from \$29,500.00 to \$57,532.00. The total amount increased of this change order is over the threshold amount for increases and therefore requires court approval.

➤ **Contract Expenditures:** Within the last 12 months \$57,532.00 has been spent against this contract/requirement.

➤ **Contract-Related Information:**

Award Amount: \$29,500.00

Contract Type: Construction

Contract Period: Through Completion

➤ **Contract Modification Information:**

Modification Amount: \$4,275.00

Modification Type: Construction

Modification Period: Through Completion

➤ **Solicitation-Related Information: N/A**

Solicitations Sent:

Responses Received:

HUB Information:

% HUB Subcontractor:

➤ **Special Contract Considerations: N/A**

Award has been protested; interested parties have been notified.

Award is not to the lowest bidder; interested parties have been notified.

Comments:

➤ **Funding Information:**

Funds Reservation in SAP: 300000858

Funding Center(s): 1490220000

Comments:

**MODIFICATION OF CONTRACT NUMBER: 4400001499 NE Metro Park BMX Track Area Design**

ISSUED BY: PURCHASING OFFICE 700 Lavaca, Suite 800 AUSTIN, TX 78701	PURCHASING AGENT ASST: <b>J. Lee Perry</b> TEL. NO: (512) 854-9700 FAX NO: (512) 854-9185	DATE PREPARED: July 7, 2014
ISSUED TO: <b>STANTEC</b> Attn: Mike McIntyre 141 Portland Street Boston, MA 02114	MODIFICATION NO.:  <b>2</b>	EXECUTED DATE OF ORIGINAL CONTRACT:  June 27, 2013

ORIGINAL CONTRACT TERM DATES: June 27, 2013 – Through Completion

CURRENT CONTRACT TERM DATES: June 27, 2013 – Through Completion

**FOR TRAVIS COUNTY INTERNAL USE ONLY:**

Original Contract Amount: \$29,500.00

Current Modified Amount \$61,807.00

**DESCRIPTION OF CHANGES:** The above referenced contract is modified to reflect the changes as set forth below:

- A. Reference Exhibit I, Section 1, "Compensation for Basic Services." Paragraph 1.1. The fixed fee for basic services is changed from \$57,532.00 (as amended by modification 1, dated January 29, 2014), to \$61,807.00, an increase of \$4,275.00.00.
- B. Reference Exhibit I, Section 1, Paragraph 1.1.1 (i), Work Product 5, *Construction Administration* (as added by modification 1, dated January 29, 2014), fee is changed from \$28,032.00 to \$32,307.00, an increase of \$4,275.00.
- C. The following additional services are added to Work Product 5, *Construction Administration*, and is made part of the contract:
  - 1. Labor and coordination required to prepare, attend and conduct advocacy construction oversight for track modifications and revised drawings not in the original scope of work.
- D. Reference Exhibit 1, Section 5, Total Agreement Sum, is changed from \$57,532.00 to \$61,807.00, an increase of \$4,275.00.

Except as provided herein, all terms, conditions, and provisions of the document referenced above as heretofore modified, remain unchanged and in full force and effect.

**Note to Vendor:**

[XXX] Complete and execute (sign) your portion of the signature block section below for all copies and return all signed copies to Travis County.

[ ] DO NOT execute and return to Travis County. Retain for your records.

LEGAL BUSINESS NAME: <u>STANTEC PLANNING &amp; LANDSCAPE ARCHITECTURE P.C.</u>	<input type="checkbox"/> DBA
BY: <u>[Signature]</u>	<input checked="" type="checkbox"/> CORPORATION
SIGNATURE	<input type="checkbox"/> OTHER
BY: <u>MICHAEL R. MCINTYRE</u>	DATE: <u>06/15/14</u>
PRINT NAME	
TITLE: <u>PRINCIPAL</u>	
ITS DULY AUTHORIZED AGENT	

TRAVIS COUNTY, TEXAS	DATE:
BY: <u>[Signature]</u>	
CYD V. GRIMES, C.P.M., TRAVIS COUNTY PURCHASING AGENT	

TRAVIS COUNTY, TEXAS	DATE:
BY: _____	
SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE	

**TRANSPORTATION AND NATURAL RESOURCES**

STEVEN M. MANILLA, P.E., COUNTY EXECUTIVE



Lee  
7-1-14  
GMB

700 Lavaca Street-5<sup>th</sup> Floor  
Travis County Administration Building  
PO Box 1748  
Austin, Texas 78767  
Phone: (512) 854-9383  
Fax: (512) 854-4697

**MEMORANDUM**

RECEIVED  
TRAVIS COUNTY  
2014 JUL -1 AM 8:18  
PURCHASING  
OFFICE

**DATE:** June 26, 2014  
**TO:** Marvin Brice, Assistant Purchasing Agent  
**FROM:** Morgan Cotten, P.E., Public Works Director  
**THROUGH:** Steven M. Manilla, P.E., County Executive  
**SUBJECT:** Contract Modification #2 for the NE Metro Park BMX Track Area Improvements  
Contract No. 4400001499

The following information is provided for your use in preparing a request to Commissioners Court for the approval of Contract Modification #2 for the NE Metro Park BMX Track Area Improvements Project.

**Proposed Motion:**

Consider and take appropriate action on a request to approve Contract Modification # 2 for the NE Metro Park BMX Track Area Improvements Project in Precinct Two.

**Summary and Staff Recommendations:**

The NE Metro Park BMX Amenities Project is a voter approved bond project. In June 2013, Travis County entered into a Professional Service Agreement (PSA) with STANTEC for the design services of the BMX track layout. The construction documents for the BMX track improvements were completed in October 2013.

Because of the specialized nature of construction, we request that STANTEC provide oversight on track modifications requested and performed by Central Texas BMX and to ensure that the BMX track is constructed to meet all USA BMX and Union Cycliste Internationale (UCI) standards and guidelines for a National Level BMX Race Track Facility.

The current contract amount is \$57,532.00. With Contract Modification #2 in the amount of \$4,275.00, this will increase the contract amount to \$61,807.00.

**Budgetary and Fiscal Impact:**

Funding for this construction contract is from the 2011 bond funds. Source of funding required for this change order is provided in the following funds reservation document:

Funds Reservation Number	300000858
Fund	4073
Fund Center	1490220000
G/L Account	522030
IO/WBS	PKCN.149.000001
Amount	\$4,275.00

**Background:**

NE Metro Park is a 400+ acre metro park located at 2703 Pecan Street. Improvements for the park consist of a BMX parking lot, a cricket parking lot, a new park road off Killingsworth Lane extending to the BMX and cricket parking lots, prefabricated restrooms, a BMX track, parking lot lighting, and sport lighting for the track, water and electric services from the street to the site, landscaping, and irrigation. In addition, the BMX Track design and layout meet the necessary site restrictions and all USA BMX and UCI standards and guidelines for a National Level BMX Race Track Facility.

Attachments: Scope and Fee Proposal

CC: Cyd Grimes, C.P.M., Purchasing Agent  
Lee Perry, Purchasing  
Charles Bergh, TNR Parks  
Robert Armistead, TNR Parks  
Kurt Nielsen, TNR Parks  
Morgan Cotten, P.E., TNR Public Works  
Steve Sun, P.E., TNR Public Works  
Odette Tan, P.E., TNR Public Works  
Isabelle Lopez, TNR Financial Services  
Tawana Gardner, TNR Financial Services